

**NURSING HOME ADMINISTRATOR EXAMINING BOARD
MINUTES
JUNE 9, 2005**

PRESENT: Jerry Schallock, Mary Ann Clark, Mary F. Pike, Mary K. Lease, Dr. Robert Kessler, Patricia Schulz, and David Egan

EXCUSED: Kenneth Arneson and Patricia Benesh

STAFF PRESENT: Jeff Scanlan, Bureau Director, Health Services Professions; Pat Schenck, Program Assistant; Ruby Jefferson-Moore, Legal Counsel; Judy Mender, Credentialing;

CALL TO ORDER

Jerry Schallock, Chair, called the meeting to order at 9:35 a.m. A quorum of seven members was present.

AGENDA

MOTION: Mary Ann Clark moved, seconded by Patricia Schulz, to approve the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES MARCH 17, 2005

Amendments to Minutes:

- Page 2 of 8 “Small Business Committee Discussion” change to read – Mr. Lowrie presented information regarding the Small Business Regulatory Advisory Committee and responded to members' questions

MOTION: Robert Kessler moved, seconded by Patricia Schulz, to approve the minutes of March 17, 2005 as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT

JEFF SCANLAN, BUREAU DIRECTOR, HEALTH SERVICES PROFESSIONS

Mr. Scanlan introduced himself to the Board and announced that Jerry Lowrie had resigned as the Bureau Director of the Business and Design Professions. Kimberly Nania, Division Administrator of Board Services will be the acting Bureau Director until the Secretary appoints a new Bureau Director. Governor Doyle has appointed Celia Jackson as the Department Secretary.

Mr. Scanlan presented information regarding the Small Business Regulatory Advisory Committee and responded to members' questions.

2005 MEETING DATES

The next meeting is September 8, 2005.

2006 MEETING DATES

MOTION: Patricia Schulz moved, seconded by Robert Kessler, to approve the 2006 meeting dates. Motion carried unanimously.

SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

Noted.

LEGISLATIVE/ADMINISTRATIVE RULES UPDATE

Review and Approval of Scope Statement – NHA 3 Revisions – Continuing Education

The Board reviewed the scope statement and accompanying Appendix A Rulemaking Request Form regarding approval and acceptance of academic course work completed at accredited colleges and universities as fulfilling the continuing education hours required for renewal of nursing home administrator certificate of registration.

MOTION: Robert Kessler moved, seconded by Patricia Schulz, to approve Mr. David Egan as the Board's liaison to approve continuing education courses from accredited colleges and universities for individual credential holders. Motion carried unanimously.

MOTION: Patricia Schulz moved, seconded by David Egan, to approve the scope statement with amendments. Motion carried unanimously.

Amendments to scope statement included changing university to universities under “Objective of the Rule” line 5 and adding, “within the two year renewal period immediately preceding the date of renewal” to the end of the second sentence of paragraph 2 under “Policy analysis”.

Update and Discussion on AB-32 (Wasserman)

Mr. Schallock reported on the testimony of the Wisconsin Board on Aging and Long Term Care before the Assembly Aging and Long-Term Care Committee on April 28, 2005. Mr. Schallock testified on behalf of the Board in favor of AB 32.

The Board discussed Assembly Bill 32 with the amendment that allows a licensed practical nurse to take the examination for licensure as a nursing home administrator if during the 10-year period immediately preceding application, and without interruption or suspension, the person has been

licensed as a practical nurse under s. 441.10; or for 10 years during the 12-year period immediately preceding application, the person has been engaged in the practice of practical nursing, as defined in s. 441.001(3), in nursing homes.

MOTION: David Egan moved, seconded by Patricia Schulz, to recommend to the sponsor of AB 32 that the amendment be modified omitting reference to practical nurse to include all nurses, do not exclude credentialed persons from out-of-state, omit reference to Wisconsin statutes, and request that nurses take a specialized course or have a bachelor's degree. Motion carried unanimously.

EDUCATION/EXAMINATION ISSUES

Request for CE Course Approval – Corine Larson

Dr. Showers met with the Board regarding Corine Larson's request for continuing education course approval. The accounting course qualified for 12 credits towards the 2004 renewal period but not for the 2006 renewal period. Credits must fall in the current biennium period prior to renewal. Upon completion of medical terminology, the credits would fall into this biennium for continuing education credits if completed within the two years preceding June 30, 2006.

MOTION: Mary Pike moved, seconded by Patricia Schulz, to inform Corine Larson that the accounting course qualifies for 12 credits towards the 2004 renewal but not for the 2006 renewal period. Upon completion of medical terminology 12 credits could be granted toward the 2006 renewal period if completed within the two years preceding June 30, 2006. Motion carried unanimously.

Request for Course Approval, Institute for Continuing Education and Research – Judy Mender

Judy Mender met with the Board regarding the request for course approval from the Institute for Continuing Education and Research. Mr. Arneson reviewed the course.

MOTION: David Egan moved, seconded by Mary Ann Clark, to approve the 120-hour course entitled "Introduction to Nursing Home Administration" as an approved specialized course. Motion carried unanimously.

NEW BUSINESS

None.

BOARD MEMBER ACTIVITY

Robert Kessler's term expires on July, 2005. Mr. Kessler requested the he not be reappointed, but will remain with the Board until a replacement has been appointed although he may not be available for every meeting.

Patricia Schulz mentioned that when her second term is up in 2006, she would not be serving on the Board.

VISITORS COMMENTS

None.

CLOSED SESSION

MOTION: Patricia Schulz moved, seconded by Robert Kessler, to convene the meeting in Closed Session pursuant to sections 19.85(1)(a), (b), (f) and (g), Wis. Stats.: to consider the licensing or discipline of a person licensed by the Board or the investigation of charges against such a person, and to discuss the case status report and case closings. Roll Call Vote: Mary K. Lease-yes; Mary Ann Clark-yes; Jerry Schallock-yes; Mary F. Pike-yes; Robert Kessler-yes; David Egan-yes; Patricia Schulz-yes. Motion carried unanimously.

Open Session recessed at 11:35 a.m.

The Board deliberated on pending applications, case closings, monitoring issues, and administrative warnings in Closed Session.

RECONVENE IN OPEN SESSION

MOTION: David Egan moved, seconded by Mary Lease, to reconvene to Open Session at 11:45 a.m. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MONITORING VINCENT BERGSTROM 01 NHA 018

MOTION: Mary Lease moved, seconded by David Egan, to grant Vincent Bergstrom request for full reinstatement of his nursing home administrator's license number 3225. Robert Kessler, case advisor. Motion carried.

ROLF DONHOWE 02 NHA 000

The Board acknowledged receipt of information requested regarding the survey results portion of the Wisconsin Nursing Home Administrator Examining Board order.

CASE CLOSINGS ADMINISTRATIVE WARNINGS STIPULATIONS PENDING APPLICATIONS EXAMINATION QUESTIONS

CONSULTING WITH LEGAL COUNSEL

None.

ADJOURNMENT

MOTION: Mary Ann Clark moved, seconded by David Egan to adjourn the meeting at 11:48 a.m. Motion carried unanimously

NEXT MEETING: September 8, 2005